

IOWA DISTRICT COURT, FIFTH JUDICIAL DISTRICT

**IN RE TEMPORARY CLOSURE OF THE
POLK COUNTY CLERK OF COURT
SMALL CLAIMS OFFICE –
RIVERPOINT LOCATION**

ADMINISTRATIVE ORDER 2012-48

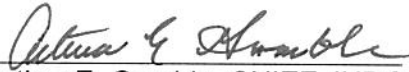
Now on this 12 day of December, 2012, the Court finds it necessary to close the Polk County Clerk of Court Small Claims Office, 500 SW 7th Street, Des Moines, Iowa, on three separate days beginning at 1:30 PM for the Courts to prepare for Electronic Document Management System (EDMS).

THEREFORE, IT IS HEREBY ORDERED:

The Polk County Clerk of Court Small Claims Office shall close at 1:30 PM on the following dates: Thursday, December 20, 2012; Thursday, December 27, 2012; and Thursday, January 3, 2013 for preparation of same.

Public notice of this order shall be provided by posting a copy of this order at the door of the Polk County Clerk of Court Small Claims Office. A copy of this order shall also be posted on the Judicial Branch Website.

So ordered this 12 day of December, 2012.


Arthur E. Gamble, CHIEF JUDGE
Fifth Judicial District of Iowa

Copies to: Polk County Clerk of Court
Kristy Rasmussen, Small Claims Supervisor

FILED
POLK COUNTY, IA.
12 DEC 12 AM 8:53
CLERK DISTRICT COURT